

The Division of Purchases and Supply (DPS) performs the non-technology state procurement mission as assigned to the Department of General Services and is the authority for non-technology procurement policy implementing the Virginia Public Procurement Act for the Commonwealth of Virginia. DPS establishes long-term, non-technology statewide contracts that leverage buying power to reduce the cost of goods and services and are available to agencies, institutions and local governments for efficient purchasing. DPS develops and manages eVA, the Commonwealth's electronic procurement system, used by the state enterprise to process purchases more effectively and efficiently using technology. DPS oversees the integrity of the procurement process and conducts training for procurement professionals on the Virginia Public Procurement Act. The Division serves as a resource and provides assistance to agencies and businesses on a daily basis helping them with how to conduct procurement business and effectively utilize eVA. DPS conducts procurement reviews of agencies and institutions to ensure compliance with public procurement laws and regulations.

## SAVINGS AND COST AVOIDANCE

- DPS established and/or renewed over 500 statewide and agency-specific contracts, generating approximately **\$40 million in savings/cost avoidance** for FY14.
- Awarded statewide contract for fine Paper and Plain Envelopes, which is estimated to achieve \$305,000 savings annually. This contract may be renewed up to five years with a potential savings of \$1.5 million over the life of the contract.
- Initiated contracts for the lease of various farm equipment for the Department of Corrections Agribusiness Division yielding estimated savings of \$710,000 over the five-year lease period.
- Working with the Department of Accounts to negotiate a contract for the statewide Small Purchase Charge Card and State Travel Card with expected revenues of \$10 million per year.
- Awarded statewide contracts for Laboratory Equipment and Supplies. Negotiations with the five awarded vendors resulted



in savings of \$448,409 over their initial proposed prices.

- Renewed vehicle contracts at a one-year cost avoidance/savings of \$988,337.

## VIRGINIA'S E-PROCUREMENT SYSTEM

- eVA achieved **\$30 million savings** for FY 14 and has generated over **\$368 million savings** from the reduced cost of goods and services since the program's inception in 2001.
- Since the beginning of the program in 2001, more than 4.7 million purchases have been processed yielding orders in excess of \$38 billion from over 13,700 government users.
- Annually approximately \$11 million in savings from electronic ordering efficiencies are achieved.
- Vendor registration increased to over 88,000. Of this total, over 13,000 are certified small, women-owned or minority-owned (SWaM) businesses.
- 234 SWaM vendors use electronic catalogs, which are loaded free of charge to eVA and help promote vendors within the eVA marketplace.
- eVA strengthened vendor relationships through several initiatives, including more than 30 outreach events aimed at educating vendors about how to do business with Virginia and use eVA's free spend reports and other tools.
- eVA Customer Care closed FY14 with a customer satisfaction rate of 96.1 percent. Over 24,000 issues were reported and resolved to help ensure eVA's daily business is conducted smoothly.



- eVA's data warehouse contains the entire history of eVA electronic transactions since 2001. Agencies and vendors run a variety of reports against the data warehouse to evaluate spending, track SWaM vendor utilization, check accounts payable and examine many other statistics.
- 2014 ushered in a new feature of the eVA reporting tool that allowed data analysts and procurement professionals to query the extensive repository in a fashion that allows the sharing and scheduling of information to suit the recipient's data needs. The Ad Hoc tool allows one to exercise more control of their data and be less dependent on retrieving data from other usual sources which might not satisfy an agency's data needs.
- eVA added 123 local government entities during the past fiscal year, bringing the total number of local government entities using eVA to 715.
- eVA worked closely with the Virginia Housing Development Authority (VHDA) to launch an organization-wide adoption of eVA as its procurement and fiscal management system. Although not required to use eVA, VHDA recognized the benefits of the system in terms of its efficiencies, cost savings and easy access to a large, experienced vendor base.

### LEARNING AND DEVELOPMENT/ VIRGINIA INSTITUTE OF PROCUREMENT

- In Fiscal 14 DPS conducted numerous Virginia Contracting Officer (VCO) and Virginia Contracting Associate (VCA) certification classes; certified 35 new VCOs, recertified 78 existing VCOs, and certified 153 new VCAs and recertified 55 existing VCAs. Approximately 160 procurement professionals were trained in a variety of general procurement classes.
- In Fiscal 14 DPS sponsored the annual state-wide Public Procurement Forum to train state and local government purchasing professionals that attracted over **950** participants. More than 150 suppliers were represented at the products and services Expo.

### PROCUREMENT ASSISTANCE AND REVIEW

- DPS responded to over 15,000 requests from agencies for advice and assistance.
- DPS provided training and assistance visits to

73 agencies, 103 local government entities and conducted eight agency procurement reviews.

### AWARDS AND HONORS

- In 2014, DPS earned its **10th straight National Achievement of Excellence in Procurement Award**, which is presented by seven public, education and private sector purchasing associations based on grades for innovation, professionalism, productivity, e-procurement, and leadership attributes. DGS/DPS has consistently scored at or near the top of all applicants for the annual award.
- The Division also was recognized in 2014 with a Supply & Demand Chain 100 award for helping customers and clients achieve supply chain excellence.

Other awards include:

- National Association of State Procurement Professionals Gold and Silver Awards for 2003, 2004, and 2014 for eProcurement, Strategic Sourcing, and Mobile Apps
- Virginia Governor's Technology Award 2012 for first state eProcurement Mobile 4 Business App; and 2002 for Innovation in Technology
- Federal General Services Administration and Coalition for Government Procurement, 2007 Excellence in Partnership Award for Best Use of Cooperative Purchasing
- Innovation in Government Award from the Virginia Commonwealth University, L. Douglas Wilder School of Government and Public Affairs 2007
- Center for Digital Government, July 2002, ranked eVA and Virginia first in the country in Electronic Commerce
- eGov Magazine's Government Services Administration 2003 Technology Trailblazer Award
- Massachusetts Institute of Technology/Accenture, Inc. 2003 State Government Innovator Award
- National Electronic Commerce Coordinating Council 2003 Cost Effectiveness Through Government Award

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